

**Town of Waitsfield  
DEVELOPMENT REVIEW BOARD  
Meeting Minutes  
October 11, 2022**

**1. CALL TO ORDER:** The meeting was called to order at 7:00 pm, and was held in person at the Waitsfield Town Offices and online via Zoom.

**DRB Members Present:** Duncan Brines, Steve McKenzie, Jim Tabor, Jonathan Ursprung.

**Staff:** Zoning Administrator JB Weir

**Others:** George McCain, Moie Moulton

**2. REVISIONS TO AGENDA, IF ANY**

No revisions were made.

**3. PUBLIC FORUM**

Nobody was present for the public forum portion of the meeting.

**4. Application #4084-CU** by Neck of the Woods at 1673 Main Street, Waitsfield VT. Applicant proposes an amendment to #3942-CU to expand the existing childcare facility to accommodate up to 125 students and staff. Pursuant to Board approval for applications #3942-CU and #3975-CU, all future phases of development of the facility require further conditional use review. The property is identified as #99017.000, located in the Agricultural-Residential District.

Mr. Donaldson recused himself, and Mr. Brines took over as Chair of the meeting.

Mr. McCain provided an overview of the expansion plans, noting that the structural changes will all occur within the existing building footprint. No exterior changes are planned; the only work outside the building will be the increase in size of the onsite wastewater system. He confirmed that the wastewater system application includes the increased use of the potable water supply, and that the public water supply permitting is all in progress as well.

There were some questions raised by Board members regarding traffic implications of the increased number of students/staff to be at the site daily. Mr. McCain indicated that he has been in communication with VTrans regarding the projected numbers, and that there was no resulting request to alter the access in any way. Ms. Moulton explained that the current pick-up and drop-off window is an hour and a half at each end of the day, which is longer than the hour stipulated in the prior approval for the site, and is anticipated to be adequate for the increased attendance. Mr. McCain noted that the current configuration for this traffic is working well, but that the traffic circle referred to in the prior materials will be re-visited if deemed necessary.

**MOTION:** *Mr. Tabor moved to close the hearing for Application #4084-CU. Mr. Ursprung provided the second. All voted in favor.*

**5. APPROVAL OF MINUTES**

The minutes of September 27, 2022 were amended and approved.

## **6. OTHER BUSINESS**

Mr. Weir reviewed the upcoming DRB schedule.

## **7. ADJOURNMENT**

The public portion of the meeting was adjourned at 7:17 pm to move into deliberations.

## **8. DELIBERATIONS**

Respectfully submitted,  
Carol Chamberlin, Recording Secretary